



SUGGESTED ORDER OF BUSINESS/MINUTES
REGULAR MEETING, GOVERNING BOARD
SOUTHWESTERN COMMUNITY COLLEGE DISTRICT

SOUTHWESTERN COLLEGE EDUCATION CENTER AT SAN YSIDRO
460 WEST SAN YSIDRO BLVD., ROOM 5602/5605

CHRISTINE ARANDA, ED.D., PRESIDENT
 YOLANDA SALCIDO, VICE PRESIDENT
 DAVID J. AGOSTO, GOVERNING BOARD MEMBER
 JEAN ROESCH, ED.D., GOVERNING BOARD MEMBER
 TERRI VALLADOLID, GOVERNING BOARD MEMBER
 TERRY NEWTON, STUDENT BOARD MEMBER
 NORMA L. HERNANDEZ, SECRETARY TO GOVERNING BOARD
 AND SUPERINTENDENT/PRESIDENT

7:30 PM

Wednesday, January 12, 2005

COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT

Southwestern Community College District, in compliance with the American Disabilities Act (ADA), requests individuals who may need special accommodation to access, attend, and/or participate in Board meetings to contact Mary Ganio at (619) 482-6301 at least forty-eight hours in advance of the meeting for information on such accommodation.

Persons wishing to address the Governing Board under Oral Communication should complete a yellow request card (available at the reception table) and indicate on the card if they wish to speak under Oral Communication, or when a specific agenda item is considered. Cards should be submitted to the Board secretary prior to the start of the meeting.

	ITEM
Call to Order	<p>1. CALL TO ORDER (Aranda) 6:00 p.m., College Education Center at San Ysidro, Room 5604 Present: Absent:</p> <p>Board members arriving after meeting commences will be noted as "present" at point in this suggested order of business at which they arrive.</p> <p><i>Members of the public may be present to hear the closed session announcements. Members of the public will be given an opportunity to speak on any closed session items at this time.</i></p>
Closed Session	<p>2. ADJOURN TO CLOSED SESSION (Aranda) 6:01 - 7:30 p.m., College Education Center at San Ysidro, Room 5604</p> <p>A. CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION Government Code Section 54956.9 Superior Court Case No. GIC 831766 Superior Court Case No. GIS 010381</p> <p>B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION Title: [Web Designer] Government Code Section 54957</p> <p>C. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Significant exposure to litigation pursuant to Government Code Section 54956.9(b) (1 potential case)</p>

ITEM																									
	<p>D. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE Government Code Section 54957D.</p> <p>E. CONFERENCE WITH LABOR NEGOTIATOR Negotiator: Marcie Sinclair Employee Organizations: CSEA, SCEA, SCCDAA and Confidentials (Unrepresented group) Government Code Section 54957.6</p>																								
Reconvene in Open Session	<p>3. RECONVENE IN OPEN SESSION (Aranda) 7:30 p.m., Room 5602/5605</p>																								
Closed Session Announcement	<p>4. ANNOUNCEMENT OF CLOSED SESSION ACTION(S) (If applicable) (Aranda)</p>																								
Action	<p>5. APPROVAL OF MINUTES (ENCLOSURE) (Hernandez)</p> <table border="1" data-bbox="310 726 1565 821"> <tr> <td></td> <td>Agosto</td> <td></td> <td>Aranda</td> <td></td> <td>Aranda</td> <td></td> <td>Salcido</td> <td></td> <td>Valladolid</td> <td></td> <td>Newton-Student Advisory Vote</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>		Agosto		Aranda		Aranda		Salcido		Valladolid		Newton-Student Advisory Vote												
	Agosto		Aranda		Aranda		Salcido		Valladolid		Newton-Student Advisory Vote														
Reports	<p>Regular Meeting, December 8, 2004 Special Meeting, December 15, 2004</p> <p>6. REPORTS – [Maximum of three (3) minutes per report] (Aranda)</p> <p>A. Joi Lin Blake, President, Academic Senate</p> <p>B. Michele Fenlon, President, Classified Senate</p> <p>C. Professor Robert Unger, President, Southwestern College Education Association (SCEA)</p> <p>D. Tom Holst, President, Classified School Employees Association (CSEA)</p> <p>E. Trish Axsom, President, Southwestern Community College District Administrators Association (SCCDAA)</p>																								
Presentation(s)	<p>7. PRESENTATION(S) [Maximum of three (3) minutes per presentation]</p> <p>A. Allyne Tachiki, Interim Director of Human Resources; Bob Gauvreau, Vice President for Academic Affairs; Kathy Tyner, Dean, School of Mathematics, Science and Engineering; Michele Fenlon, Classified Senate President, presentation of Outstanding Classified Employee Award, January to March, presented to Maria Teresa Luque, Instructional Assistant I, School of Mathematics, Science and Engineering.</p> <p>B. Kenneth W. Fite, Vice President for Fiscal Affairs; John M. Wilson, Senior Director of Business, Operations, & Facilities Planning, presentation of Award of Excellence presented to Southwestern Community College District for the design of the Learning Resource Center.</p>																								

ITEM																																																																															
Oral Communication	<p>8. ORAL COMMUNICATION (Aranda) Persons wishing to address the Governing Board under this item should fill out a yellow request card (available at the reception table) and indicate on the card if they wish to be called under Oral Communication, or when a specific agenda item is considered.</p> <p>An oral presentation to the Board does <i>not</i> constitute an open discussion on the presentation topic, unless that topic is on the posted agenda. Pursuant to the Brown Act (Government Code Section 54954.2(a)): "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may <i>briefly</i> respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3."</p>																																																																														
Action	<p>9. CONSENT CALENDAR (ITEMS A THROUGH F)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 12.5%;"></td> <td style="width: 12.5%; text-align: center;"><i>Agosto</i></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%; text-align: center;"><i>Aranda</i></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%; text-align: center;"><i>Aranda</i></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%; text-align: center;"><i>Salcido</i></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%; text-align: center;"><i>Valladolid</i></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%; text-align: center;"><i>Newton-Student Advisory Vote</i></td> </tr> </table> <p>Adoption of the Consent Calendar will be made by one motion and second of the Board and by a unanimous vote.</p> <p>A. <u>FACILITY USE REQUEST(S)</u> (Fite) Recommend ratification and approval of listed facility use request(s):</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Organization</u></th> <th style="text-align: left;"><u>Facility Requested</u></th> <th style="text-align: left;"><u>Purpose</u></th> <th style="text-align: left;"><u>Date</u></th> <th colspan="2" style="text-align: center;"><u>Charge</u></th> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <th style="text-align: center;"><u>Rental/Excess</u></th> <th style="text-align: center;"><u></u></th> </tr> </thead> <tbody> <tr> <td>Grace Alliance Church</td> <td>Rooms 704A, 801 & 855</td> <td>Church Services</td> <td>Sun, Jan 2 – June 26, 2005</td> <td style="text-align: center;">\$2730</td> <td style="text-align: center;">\$1560</td> </tr> <tr> <td>The Way Christian Church</td> <td>Student Union East, Cafeteria Conf Rms 1-3, and Classrooms 700 & 701</td> <td>Church Services</td> <td>Sun, Jan 2 – June 26, 2005</td> <td style="text-align: center;">\$12285</td> <td style="text-align: center;">\$8580</td> </tr> <tr> <td>Southbay Aquatics</td> <td>Lap & Deep Pools</td> <td>Swim Practices</td> <td>Mon-Fri, Jan 3 – May 31, 2005</td> <td style="text-align: center;">\$5770</td> <td style="text-align: center;">\$1920</td> </tr> <tr> <td>City of Chula Vista, Personnel</td> <td>Student Union East</td> <td>Police Recruit Applicant Testing</td> <td>Jan 5 - 6, 2005</td> <td style="text-align: center;">\$405</td> <td style="text-align: center;">\$160</td> </tr> <tr> <td>San Diego Association for Rational Thinking</td> <td>Room 391</td> <td>Meeting</td> <td>Jan 10, 2005</td> <td style="text-align: center;">\$45</td> <td style="text-align: center;">\$60</td> </tr> <tr> <td>*County of San Diego Sheriff's Department</td> <td>Student Union East & West</td> <td>Sheriff Cadet/Courts Detention Deputy Applicant Written Examinations</td> <td>Sat, Jan 15, Feb 5, Mar 5, April 2 and May 7, 2005</td> <td style="text-align: center;">*\$4050</td> <td style="text-align: center;">\$1600</td> </tr> <tr> <td colspan="6">*Co-Sponsored by Southwestern College School of Technology & Human Services; Rental Fee Waived.</td> </tr> <tr> <td>*Coronado School for the Arts (COSA)</td> <td>Mayan Hall, Green Room and Dressing Rooms</td> <td>Dance Performances</td> <td>Jan 29 & 30, 2005</td> <td style="text-align: center;">*\$1275</td> <td style="text-align: center;">\$1020</td> </tr> <tr> <td colspan="6">*Co-Sponsored by Southwestern College School of Arts & Communication; Rental Fee Waived.</td> </tr> </tbody> </table>		<i>Agosto</i>		<i>Aranda</i>		<i>Aranda</i>		<i>Salcido</i>		<i>Valladolid</i>		<i>Newton-Student Advisory Vote</i>	<u>Organization</u>	<u>Facility Requested</u>	<u>Purpose</u>	<u>Date</u>	<u>Charge</u>						<u>Rental/Excess</u>	<u></u>	Grace Alliance Church	Rooms 704A, 801 & 855	Church Services	Sun, Jan 2 – June 26, 2005	\$2730	\$1560	The Way Christian Church	Student Union East, Cafeteria Conf Rms 1-3, and Classrooms 700 & 701	Church Services	Sun, Jan 2 – June 26, 2005	\$12285	\$8580	Southbay Aquatics	Lap & Deep Pools	Swim Practices	Mon-Fri, Jan 3 – May 31, 2005	\$5770	\$1920	City of Chula Vista, Personnel	Student Union East	Police Recruit Applicant Testing	Jan 5 - 6, 2005	\$405	\$160	San Diego Association for Rational Thinking	Room 391	Meeting	Jan 10, 2005	\$45	\$60	*County of San Diego Sheriff's Department	Student Union East & West	Sheriff Cadet/Courts Detention Deputy Applicant Written Examinations	Sat, Jan 15, Feb 5, Mar 5, April 2 and May 7, 2005	*\$4050	\$1600	*Co-Sponsored by Southwestern College School of Technology & Human Services; Rental Fee Waived.						*Coronado School for the Arts (COSA)	Mayan Hall, Green Room and Dressing Rooms	Dance Performances	Jan 29 & 30, 2005	*\$1275	\$1020	*Co-Sponsored by Southwestern College School of Arts & Communication; Rental Fee Waived.					
	<i>Agosto</i>		<i>Aranda</i>		<i>Aranda</i>		<i>Salcido</i>		<i>Valladolid</i>		<i>Newton-Student Advisory Vote</i>																																																																				
<u>Organization</u>	<u>Facility Requested</u>	<u>Purpose</u>	<u>Date</u>	<u>Charge</u>																																																																											
				<u>Rental/Excess</u>	<u></u>																																																																										
Grace Alliance Church	Rooms 704A, 801 & 855	Church Services	Sun, Jan 2 – June 26, 2005	\$2730	\$1560																																																																										
The Way Christian Church	Student Union East, Cafeteria Conf Rms 1-3, and Classrooms 700 & 701	Church Services	Sun, Jan 2 – June 26, 2005	\$12285	\$8580																																																																										
Southbay Aquatics	Lap & Deep Pools	Swim Practices	Mon-Fri, Jan 3 – May 31, 2005	\$5770	\$1920																																																																										
City of Chula Vista, Personnel	Student Union East	Police Recruit Applicant Testing	Jan 5 - 6, 2005	\$405	\$160																																																																										
San Diego Association for Rational Thinking	Room 391	Meeting	Jan 10, 2005	\$45	\$60																																																																										
*County of San Diego Sheriff's Department	Student Union East & West	Sheriff Cadet/Courts Detention Deputy Applicant Written Examinations	Sat, Jan 15, Feb 5, Mar 5, April 2 and May 7, 2005	*\$4050	\$1600																																																																										
*Co-Sponsored by Southwestern College School of Technology & Human Services; Rental Fee Waived.																																																																															
*Coronado School for the Arts (COSA)	Mayan Hall, Green Room and Dressing Rooms	Dance Performances	Jan 29 & 30, 2005	*\$1275	\$1020																																																																										
*Co-Sponsored by Southwestern College School of Arts & Communication; Rental Fee Waived.																																																																															

ITEM

<u>Organization</u>	<u>Facility Requested</u>	<u>Purpose</u>	<u>Date</u>	<u>Charge</u>	
				<u>Rental/Excess</u>	
*RJ Donovan Correctional Facility	Room 751	Correctional Supervising Cook Applicant Written Examination	Jan 29, 2005	*\$125	*\$180

**All fees are waived due to in-kind services between RJ Donovan & Southwestern College.*

B. EMPLOYMENT OF CONSULTANT(S)

Recommend ratification and approval of employment of the following consultant(s):

<u>Department</u>	<u>Consultant</u>	<u>Purpose</u>	<u>Date</u>	<u>Fee</u>
(Tachiki) Human Resources	Ron Baza	Human Resources Consultant/ Hiring Compliance Officer	2/1/05 - 6/30/05	\$100/hr. +expenses
(Sandoval) Outreach/Financial Aid	Frank Jonasson	Conduct Financial Aid FAFSA Workshops at nine SUHSD Schools	1/13/05 - 1/27/05	\$1,600

C. APPLICATION(S)

(Hernandez)

Recommend approval of filing of the following application(s) to meet filing deadline(s):

San Diego State University Foundation, "Teacher Recruitment and Preparation Project," in the amount of \$16,200, October 1, 2004 through September 30, 2005.

San Diego State University Foundation, "Bridges to the Baccalaureate Program," in the amount of \$5,000, September 30, 2004 through August 31, 2005.

D. ACCEPTANCE OF FUNDS

(Hernandez)

Recommend ratification and approval of the following agreements for acceptance of funds; and further, recommend the Superintendent/President be authorized to sign such agreements with funding agencies:

San Diego Association of Governments (SANDAG), "San Diego Contracting Opportunities Center" (SDCOC), in the amount of \$10,000, July 1, 2004 through June 30, 2005. This item was approved by the Governing Board for application of funds on August 11, 2004.

San Diego County Water Authority, "San Diego Contracting Opportunities Center" (SDCOC), in the amount of \$42,000, July 1, 2004 through June 30, 2005. This item was approved by the Governing Board for application of funds on August 11, 2004.

San Diego County Regional Airport Authority, "San Diego Contracting Opportunities Center" (SDCOC), in the amount of \$15,000, July 1, 2004 through June 30, 2005. This item was approved by the Governing Board for application of funds on August 11, 2004.

E. CONFIRMATION OF PURCHASE ORDERS (ENCLOSURE)

(Fite)

General Fund Nos. 56949 – 57452
 Blanket Fund Nos. B947 – B949

F. PAYMENT OF BILLS, MONTH OF DECEMBER 2004 (ENCLOSURE)

(Fite)

ITEM																															
Action	10. HUMAN RESOURCES – ACADEMIC (A THROUGH E)																														
	(Tachiki)																														
	<i>Agosto</i>	<i>Aranda</i>	<i>Aranda</i>	<i>Salcido</i>	<i>Valladolid</i>	<i>Newton-Student Advisory Vote</i>																									
	<p>A. <u>EMPLOYMENT (ENCLOSURE)</u></p> <p>Recommend approval of listed employment effective as indicated:</p> <table border="1"> <thead> <tr> <th><u>Employee</u></th> <th><u>Position</u></th> <th><u>Dept.</u></th> <th><u>Mos. Serv.</u></th> <th><u>Range/ Step</u></th> <th><u>Monthly Salary</u></th> <th><u>Annual Salary</u></th> <th><u>Effective Date</u></th> </tr> </thead> <tbody> <tr> <td>Perry</td> <td>Assistant</td> <td>School of</td> <td>10</td> <td>I-1*</td> <td>\$4,025.30</td> <td>\$40,253.00</td> <td>1/18/05</td> </tr> <tr> <td>Vasquez</td> <td>Professor of Art (2D), 10-month, tenure track position</td> <td>Arts & Communication</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>*Final salary placement contingent upon verification of education/experience.</p>							<u>Employee</u>	<u>Position</u>	<u>Dept.</u>	<u>Mos. Serv.</u>	<u>Range/ Step</u>	<u>Monthly Salary</u>	<u>Annual Salary</u>	<u>Effective Date</u>	Perry	Assistant	School of	10	I-1*	\$4,025.30	\$40,253.00	1/18/05	Vasquez	Professor of Art (2D), 10-month, tenure track position	Arts & Communication					
<u>Employee</u>	<u>Position</u>	<u>Dept.</u>	<u>Mos. Serv.</u>	<u>Range/ Step</u>	<u>Monthly Salary</u>	<u>Annual Salary</u>	<u>Effective Date</u>																								
Perry	Assistant	School of	10	I-1*	\$4,025.30	\$40,253.00	1/18/05																								
Vasquez	Professor of Art (2D), 10-month, tenure track position	Arts & Communication																													
	<p>B. <u>CHANGE IN ACADEMIC ADMINISTRATOR POSITION TITLE AND REVISED JOB DESCRIPTION</u></p> <p>Recommend approval of change in position title as listed below and revised job description:</p> <table border="1"> <thead> <tr> <th><u>Current Position Title</u></th> <th><u>New Position Title</u></th> </tr> </thead> <tbody> <tr> <td>Vice President for Fiscal Affairs</td> <td>Vice President for Administrative Affairs</td> </tr> </tbody> </table> <p>Note: Salary range remains the same: Range A - Academic Administrator Salary Schedule</p>							<u>Current Position Title</u>	<u>New Position Title</u>	Vice President for Fiscal Affairs	Vice President for Administrative Affairs																				
<u>Current Position Title</u>	<u>New Position Title</u>																														
Vice President for Fiscal Affairs	Vice President for Administrative Affairs																														
	<p>C. <u>EMPLOYMENT - INTERIM ACADEMIC ADMINISTRATOR POSITION</u> (Hernandez)</p> <p>Recommend ratification of the following hourly interim employment, effective as indicated; and further, approval of Equivalency of Minimum Qualifications based on twenty-two (22) years of experience as the District's Director of Human Resources and Director of Personnel Services. Interim appointment to continue based upon business necessity and until a replacement is identified.</p> <table border="1"> <thead> <tr> <th><u>Employee</u></th> <th><u>Position</u></th> <th><u>Range/Step</u></th> <th><u>Effective Date</u></th> </tr> </thead> <tbody> <tr> <td>Allyne Tachiki</td> <td>Interim Vice President for Human Resources</td> <td>\$62.65 per hour Hourly rate based on Range A-Step 7 Academic Administrator Salary Schedule</td> <td>January 3, 2005</td> </tr> </tbody> </table>							<u>Employee</u>	<u>Position</u>	<u>Range/Step</u>	<u>Effective Date</u>	Allyne Tachiki	Interim Vice President for Human Resources	\$62.65 per hour Hourly rate based on Range A-Step 7 Academic Administrator Salary Schedule	January 3, 2005																
<u>Employee</u>	<u>Position</u>	<u>Range/Step</u>	<u>Effective Date</u>																												
Allyne Tachiki	Interim Vice President for Human Resources	\$62.65 per hour Hourly rate based on Range A-Step 7 Academic Administrator Salary Schedule	January 3, 2005																												
	<p>D. <u>HOURLY ACADEMIC EMPLOYMENT (ENCLOSURE)</u> (Gauvreau)</p> <p>Recommend approval of 802 hourly academic staff for the spring session, subject to provisions of established policy and contingent upon final determination of staff members; and further, recommend the Superintendent/President be authorized to employ additional hourly academic staff as may be needed for the 2005 spring session.</p>																														
	<p>E. <u>CERTIFICATION OF APPROVAL OF 2005–2006 SABBATICAL LEAVE APPLICATIONS (ENCLOSURE)</u> (Gauvreau)</p> <p>Recommend sabbatical leaves of absence for 2005–2006 be granted to the 23 academic personnel identified by the Sabbatical Leave Review Board, in accordance with provisions of the Southwestern College Education Association (SCEA) Contract, subject to available funding.</p>																														

ITEM																															
Action	11. HUMAN RESOURCES – CLASSIFIED (A THROUGH F) (Tachiki)																														
	Agosto	Aranda	Aranda	Salcido	Valladolid	Newton-Student Advisory Vote																									
	<p>A. <u>EMPLOYMENT</u></p> <p>Recommend approval of listed employment effective as indicated:</p> <table border="1"> <thead> <tr> <th><u>Employee</u></th> <th><u>Position</u></th> <th><u>Department</u></th> <th><u>Mos./ Serv.</u></th> <th><u>Range/ Step</u></th> <th><u>Monthly Salary</u></th> <th><u>Annual Salary</u></th> <th><u>Effective Date</u></th> </tr> </thead> <tbody> <tr> <td>Michele Kazalonis</td> <td>Clerical Assistant III (replacement)</td> <td>School of Counseling & Personal Development</td> <td>12</td> <td>13-1</td> <td>\$2,543.00</td> <td>\$30,516.00</td> <td>1-13-05</td> </tr> </tbody> </table>							<u>Employee</u>	<u>Position</u>	<u>Department</u>	<u>Mos./ Serv.</u>	<u>Range/ Step</u>	<u>Monthly Salary</u>	<u>Annual Salary</u>	<u>Effective Date</u>	Michele Kazalonis	Clerical Assistant III (replacement)	School of Counseling & Personal Development	12	13-1	\$2,543.00	\$30,516.00	1-13-05								
<u>Employee</u>	<u>Position</u>	<u>Department</u>	<u>Mos./ Serv.</u>	<u>Range/ Step</u>	<u>Monthly Salary</u>	<u>Annual Salary</u>	<u>Effective Date</u>																								
Michele Kazalonis	Clerical Assistant III (replacement)	School of Counseling & Personal Development	12	13-1	\$2,543.00	\$30,516.00	1-13-05																								
	<p>B. <u>CHANGES IN CONTRACT SERVICE</u></p> <p>Recommend approval/ratification of listed changes in contract service, effective as indicated:</p> <table border="1"> <thead> <tr> <th><u>Employee</u></th> <th><u>Position</u></th> <th><u>Range/Step</u></th> <th><u>To</u></th> <th><u>Range/Step</u></th> <th><u>Effective Date</u></th> </tr> </thead> <tbody> <tr> <td>Patricia Hirst</td> <td>Financial Aid Technician to Financial Aid Specialist, temporary, project-funded position Funded by the Board of Financial Assistance Program - BFAP (new position)</td> <td>12 Mos. Range 21* Step 6 \$ 3,769.00/mo \$45,228.00/an</td> <td></td> <td>12 Mos. Range 25* Step 5 \$ 4,000.00/mo \$48,000.00/an</td> <td>1-13-05</td> </tr> <tr> <td>Adrienne Chun</td> <td>Student Service Assistant, Student Support Services to Financial Aid Technician, temporary, project-funded position Funded by the Board of Financial Assistance Program - BFAP (replacement)</td> <td>12 Mos. Range 10 Step 3 \$ 2,553.00/mo \$30,636.00/an</td> <td></td> <td>12 Mos. Range 20 Step 1 \$ 3,022.00/mo \$36,264.00/an</td> <td>1-18-05</td> </tr> <tr> <td>Barry Thele</td> <td>Instructional Lab Technician-Microcomputer, School of Business and Information Systems to Education Center Information Technology Support Specialist, Higher Education Center at National City (replacement)</td> <td>12 Mos. Range 25* Step 5 \$ 4,000.00/mo \$48,000/an</td> <td></td> <td>12 Mos. Range 33* Step 1 \$ 4,166.00/mo \$49,992.00/an</td> <td>1-13-05</td> </tr> </tbody> </table>							<u>Employee</u>	<u>Position</u>	<u>Range/Step</u>	<u>To</u>	<u>Range/Step</u>	<u>Effective Date</u>	Patricia Hirst	Financial Aid Technician to Financial Aid Specialist, temporary, project-funded position Funded by the Board of Financial Assistance Program - BFAP (new position)	12 Mos. Range 21* Step 6 \$ 3,769.00/mo \$45,228.00/an		12 Mos. Range 25* Step 5 \$ 4,000.00/mo \$48,000.00/an	1-13-05	Adrienne Chun	Student Service Assistant, Student Support Services to Financial Aid Technician, temporary, project-funded position Funded by the Board of Financial Assistance Program - BFAP (replacement)	12 Mos. Range 10 Step 3 \$ 2,553.00/mo \$30,636.00/an		12 Mos. Range 20 Step 1 \$ 3,022.00/mo \$36,264.00/an	1-18-05	Barry Thele	Instructional Lab Technician-Microcomputer, School of Business and Information Systems to Education Center Information Technology Support Specialist, Higher Education Center at National City (replacement)	12 Mos. Range 25* Step 5 \$ 4,000.00/mo \$48,000/an		12 Mos. Range 33* Step 1 \$ 4,166.00/mo \$49,992.00/an	1-13-05
<u>Employee</u>	<u>Position</u>	<u>Range/Step</u>	<u>To</u>	<u>Range/Step</u>	<u>Effective Date</u>																										
Patricia Hirst	Financial Aid Technician to Financial Aid Specialist, temporary, project-funded position Funded by the Board of Financial Assistance Program - BFAP (new position)	12 Mos. Range 21* Step 6 \$ 3,769.00/mo \$45,228.00/an		12 Mos. Range 25* Step 5 \$ 4,000.00/mo \$48,000.00/an	1-13-05																										
Adrienne Chun	Student Service Assistant, Student Support Services to Financial Aid Technician, temporary, project-funded position Funded by the Board of Financial Assistance Program - BFAP (replacement)	12 Mos. Range 10 Step 3 \$ 2,553.00/mo \$30,636.00/an		12 Mos. Range 20 Step 1 \$ 3,022.00/mo \$36,264.00/an	1-18-05																										
Barry Thele	Instructional Lab Technician-Microcomputer, School of Business and Information Systems to Education Center Information Technology Support Specialist, Higher Education Center at National City (replacement)	12 Mos. Range 25* Step 5 \$ 4,000.00/mo \$48,000/an		12 Mos. Range 33* Step 1 \$ 4,166.00/mo \$49,992.00/an	1-13-05																										

ITEM

<u>Employee</u>	<u>Position</u>	<u>Range/Step</u>	<u>To</u>	<u>Range/Step</u>	<u>Effective Date</u>
Dawn Taft	AmeriCorps/Service Learning Coordinator, 38% service to 62.5% service (temporary, project-funded position) funded by the AmeriCorps/ALERT Grant from the Foundation for California Community College	12 Mos. Range 24 Step 4 \$ 1,426.14/mo \$17,113.68/an		12 Mos. Range 24 Step 4 \$ 2,345.63/mo \$28,147.56/an	11-15-04
Thelma Llorens-Acosta	Clerical Assistant II to Administrative Secretary II, School of Arts and Communication (replacement)	12 Mos. Range 13** Step 6 \$ 3,094.00/mo \$37,128.00/an		12 Mos. Range 23** Step 1 \$ 3,255.00/mo \$39,060.00/an	1-13-05

*Includes one range for Educational Incentive Program.

**Includes two ranges for Educational Incentive Program and one range for Longevity.

C. RECLASSIFICATION (ENCLOSURE)

Recommend ratification and approval of changes indicated below in accordance with District Policy and C.S.E.A. contract, as proposed by the Reclassification Committee and consultants Johnson & Associates retroactive to July 1, 2004.

1. New job titles, job descriptions, and salary levels:
 - a. Continuing Education Program Technician, Range 17
 - b. Vocational Education Specialist, Range 24
 - c. Library Multimedia Services Technician, Range 18
(approval of new job description, no change in salary range)

2. Changes in service:

<u>Employee</u>	<u>Position</u>	<u>Mos./Serv. Range/Step Salary</u>	<u>To</u>	<u>Mos./Serv. Range/Class Salary</u>	<u>Effective Date</u>
Jessie Reyes	Clerical Assistant II to Continuing Education Program Technician	12 Mos. Range 10 Step 6 \$ 2,872.00/mo \$34,464.00/an		12 Mos. Range 17 Step 6 \$ 3,415.00/mo \$49,980.00/an	7-1-04
Mary Watters	Vocational Education Technician, (¹ Evening) to Vocational Education Specialist, Evening, Temporary, project-funded position, funded by VTEA II, 42% and Tech Prep, 30% and ROP 28.%	12 Mos. Range 23* Step 6 \$ 3,961.00/mo \$47,532.00/an		12 Mos. Range 27* Step 6 \$ 4,372.00/mo \$52,464.00/an	7-1-04

¹One range for evening increment ends on December 31, 2004.

ITEM

<u>Employee</u>	<u>Position</u>	<u>Mos./Serv.</u> <u>Range/Step</u> <u>Salary</u>	<u>To</u>	<u>Mos./Serv.</u> <u>Range/Class</u> <u>Salary</u>	<u>Effective</u> <u>Date</u>
Patricia Caldwell-Thomas	Learning Resource Center Operations Technician to Library Multimedia Services Technician (change in job description/title, only, no change in salary)	12 Mos. Range 22** Step 6 \$ 3,864.00/mo \$46,368.00/an		12 Mos. Range 22** Step 6 \$ 3,864.00/mo \$46,368.00/an	7-1-04

*Includes two ranges for Educational Incentive Program.
 **Includes three ranges for Educational Incentive Program and one range for Longevity.

D. REPLACEMENT OF CLASSIFIED POSITIONS FOR 2004-05

<u>Position</u>	<u>Department</u>	<u>Range</u>	<u>Months Service</u>
Admissions & Records Technician-Evening	Admissions & Records	16	12 mos.
Library Assistant, 90% service	Academic Information Services, Library	12	12 mos.
Inventory Control Technician	Business Operations/Purchasing - Warehouse	17	12 mos.
Warehouse Worker	Business Operations/Purchasing-Warehouse	13	12 mos.
Senior Project Clerk, temporary, project-funded position, funded by the Center for Technical Education and Career Success/Women's Resource Center (CTECS/WRC) (replacement)	Center for Technical Education and Career Success/Women's Resource Center	13	12 mos.

E. APPROVAL OF NEW CLASSIFIED POSITION

Recommend approval of the following new project-funded position:

<u>Position</u>	<u>Department</u>	<u>Range</u>	<u>Months Service</u>
Senior Project Clerk Temporary, project-funded position funded by the Small Business Development Center Lead Center	Small Business Development Center Lead Center	13	12 mos.

F. SHORT-TERM AND SUBSTITUTE CLASSIFIED EMPLOYMENT (ENCLOSURE)

Recommend ratification and approval of 43 Classified staff for the 2004-05 Academic year, pursuant to Education Code Section 88003 and contingent upon final determination of staff members.

Action	ITEM						
	12. FACILITIES (A THROUGH C) (Fite)						
	<i>Agosto</i>	<i>Aranda</i>	<i>Aranda</i>	<i>Salcido</i>	<i>Valladolid</i>	<i>Newton-Student Advisory Vote</i>	

A. BIDS

1. Recommend award and assignment of contract for the following:
 - a. Bid No. 100 Construction of the New Learning Assistance Center, Building 420. Bid results will be provided at the meeting.
 - b. Bid No. 101 Construction of the Student Patio Lunch area. Bid results will be provided at the meeting.

B. PUBLIC WORKS/SERVICES (ENCLOSURE)

<u>Department</u>	<u>Organization</u>	<u>Purpose</u>	<u>Effective Period</u>	<u>Cost to District</u>
1. Business & Operations	Western Construction Services	Labor compliance services for Learning Assistance Center	1/13-10/31/05	\$23,157
2. Business & Operations	California Department of Corrections	Landscape maintenance services	1/13/05-6/30/07	\$5,950 (monthly basis)

C. LAND MANAGEMENT – PARAMETERS FOR CORNER LOT AT H STREET AND OTAY LAKES ROAD (ENCLOSURE)

Recommend adoption of parameters for the development of the District's corner lot at H Street and Otay Lakes Road.

Action	13. AGREEMENTS (ENCLOSURE)						
	<i>Agosto</i>	<i>Aranda</i>	<i>Aranda</i>	<i>Salcido</i>	<i>Valladolid</i>	<i>Newton-Student Advisory Vote</i>	

Recommend ratification and approval of listed agreements effective as indicated; and further, recommend the Superintendent/President be authorized to sign the agreement and any future amendments which may occur.

A. ACADEMIC AFFAIRS

<u>Department</u>	<u>Organization</u>	<u>Purpose</u>	<u>Effective Period</u>	<u>Cost to District</u>
1. Technology & Human Services	Community College Foundation	Conduct Referee and Lane Technician Training Program	9/30/04–9/30/05	\$1,000 per month to the benefit of the District
2. Technology & Human Services	Grossmont-Cuyamaca Community College District	Establishes affiliate status with the San Diego Regional Environmental Business Resources and Assistance Center (SD/REBRAC)	7/1/04–6/30/05	No cost to the District
3. Technology & Human Services	Kaiser Foundation Hospitals	Clinical experience for Nursing Program students	1/1/05–12/31/05	No cost to the District

ITEM								
Action	<p>14. RESOLUTIONS (ENCLOSURE) (Fite)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 12.5%;"></td> <td style="width: 12.5%; text-align: center;"><i>Agosto</i></td> <td style="width: 12.5%; text-align: center;"><i>Aranda</i></td> <td style="width: 12.5%; text-align: center;"><i>Aranda</i></td> <td style="width: 12.5%; text-align: center;"><i>Salcido</i></td> <td style="width: 12.5%; text-align: center;"><i>Valladolid</i></td> <td style="width: 12.5%; text-align: center;"><i>Newton-Student Advisory Vote</i></td> </tr> </table> <p>Recommend adoption of listed resolution(s):</p> <p>A. RESOLUTION AUTHORIZING THE SALE OF BONDS TO REFUND THE SOUTHWESTERN COMMUNITY COLLEGE DISTRICT'S ELECTION OF 2000, SERIES 2001 GENERAL OBLIGATION BONDS</p>		<i>Agosto</i>	<i>Aranda</i>	<i>Aranda</i>	<i>Salcido</i>	<i>Valladolid</i>	<i>Newton-Student Advisory Vote</i>
	<i>Agosto</i>	<i>Aranda</i>	<i>Aranda</i>	<i>Salcido</i>	<i>Valladolid</i>	<i>Newton-Student Advisory Vote</i>		
Information	<p>15. NON-ACTION ITEMS</p> <p>A. <u>INFORMATION ITEMS</u> (Hernandez)</p> <p>1. Grant Funds Received By Southwestern College Foundation</p> <p style="padding-left: 40px;">The Citigroup Foundation, "Small Business Development Center (SBDC) Network Impact Project," in the amount of \$10,000, August 1, 2004 through July 30, 2005.</p> <p>(Sandoval)</p> <p>2. Revision of Student Equity Plan – First Reading (ENCLOSURE)</p> <p>(Sandoval)</p> <p>3. 2003-2004 Disability Support Services Report (ENCLOSURE)</p> <p>(Sandoval)</p> <p>4. 2003-2004 Health Services Report (ENCLOSURE)</p> <p>(Sandoval)</p> <p>5. 2004 Summer Readiness Program Report (ENCLOSURE)</p>							
Administrative Reports	<p>16. ADMINISTRATIVE REPORTS – [Maximum of three (3) minutes per report] (Aranda)</p> <p>A. ACADEMIC AFFAIRS – MR. GAUVREAU</p> <p>B. FISCAL AFFAIRS – MR. FITE</p> <p>1. General Fund Financial Report for Period Ending November 30, 2004. (ENCLOSURE)</p> <p>2. Audited Financial Statements – General Operational Funds – for Year Ended June 30, 2004.</p> <p>3. Audited Financial Statements – Prop AA Bond Fund – for Year Ended June 30, 2004.</p> <p>C. HUMAN RESOURCES/LEGAL AFFAIRS – MS. TACHIKI</p> <p>1. Human Resources Report (ENCLOSURE)</p> <p>D. STUDENT AFFAIRS – MR. SANDOVAL</p> <p>E. SUPERINTENDENT/PRESIDENT – MS. HERNANDEZ</p>							

	ITEM
Governing Board Reports	17. GOVERNING BOARD REPORTS (Aranda) <ul style="list-style-type: none">A. STUDENT TRUSTEE TERRY NEWTONB. TRUSTEE JEAN ROESCH, Ed.D.C. TRUSTEE DAVID J. AGOSTOD. TRUSTEE TERRI VALLADOLIDE. VICE PRESIDENT YOLANDA SALCIDOF. PRESIDENT CHRISTINE ARANDA, Ed.D.
Closed Session	18. CLOSED SESSION / REPORT OF ACTION (If Applicable) (Aranda)
Adjournment	19. ADJOURNMENT (Aranda)
Information	20. NEXT REGULAR MEETING Wednesday, February 9, 2005

NORMA L. HERNANDEZ
SUPERINTENDENT/PRESIDENT